



DEPARTMENT OF THE ARMY  
HEADQUARTERS, 264<sup>th</sup> MEDICAL BATTALION, 32d MEDICAL BRIGADE  
U.S. ARMY MEDICAL DEPARTMENT CENTER AND SCHOOL  
2108 9<sup>TH</sup> STREET, STE 105, BUILDINGG 1385  
FORT SAM HOUSTON, TEXAS 78234-5105

MCCS-AD

17 May 2007

MEMORANDUM FOR ALL 264<sup>th</sup> Medical Battalion Personnel

SUBJECT: Guests in Initial Entry Training (IET) Billet Areas

1. Male students are not allowed to enter any female billet areas nor their rooms. Female students are not allowed to enter any male billet areas nor their rooms.
2. If coordination between members of the opposite sex is required (clarification of duty roster, study requirements, definition of billet areas of responsibility, etc.), it will occur in the dayroom or other areas designated by the Company Commander.
3. IET Soldiers are prohibited from allowing personnel from other units to enter their billet areas. Soldiers are prohibited from visiting the billets of permanent party personnel assigned to either Fort Sam Houston, Texas or Sheppard Air Force Base, Texas.
4. The chain of command and their escorted guests will be allowed to enter the billet areas (for inspections, delivery of messages, etc.). A Soldier of the same sex will accompany the visitor while they are in the billet area. This requirement is mandatory. All billet areas will have access rosters identifying the appropriate cadres, company and battalion chain of commands. The chain of command will brief all CQs, security/fireguards to deny billet access to any persons not on the roster (except those authorized billeting). No exceptions.
5. Violation of this policy memorandum is punishable by administrative action or by the Uniform Code of Military Justice.
6. A copy of this policy memorandum will be posted on all unit bulletin boards and do not remove unless superseded by this headquarters.

  
WILLIAM P. LACHANCE  
LTC, MS  
Commanding